



Academic System – Affiliated Colleges

National University of Pakistan
Islamabad

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1. General Rules and Regulations

1.1 Admission Eligibility Criteria

The University lays down the following criteria for admissions in BS Program at affiliated Colleges;

- (a) BBA(Hons), BS Economics, BS English, BS Fine Arts, BS Health & Physical Education, BS Islamic Studies, BS Political Science, BS Special Education, BS Psychology and BS Urdu: At least 50% marks in Intermediate /12 years schooling/A-Level (HSSC) or Equivalent.
- (b) BS Botany: At least 50% marks in Intermediate /12 years schooling / A Level (HSSC) or Equivalent with Biology.
- (c) BS Computer Science, BS IT, BS Mathematics: At least 50% marks in Intermediate/12 years schooling/A- Level (HSSC) or Equivalent with Mathematics. The students who have not studied Mathematics at intermediate level are eligible to apply for BS Computer Science and BS IT, but they will have to pass two Deficiency Courses of Mathematics (06 credits) in the First Two semesters.
- (d) BS Physics: At least 50% marks in Intermediate /12 years schooling /A Level (HSSC) or Equivalent with Physics.
- (e) Diploma holders DAE / D.Com are not eligible to apply for admission to BS Program.

1.2 Open Merit Calculation

Merit for Admissions to BS Program will be calculated by the following formula;

- (a) Matric or Equivalent = 20%
- (b) HSSC or Equivalent = 80%

1.3 Fee Structure

The University has fixed the following Fee for Academic year 2024-25.

- (a) Registration Fee: PKR 10,000/- per student (one-time payment).
- (b) Examination Fee: PKR 8,000/- per student/per semester.

1.4 Academic Programs

There are two categories of the undergraduate programs offered by the University;

- (a) Four-Year Degree Programs which do not require licensure
- (b) Four-Year Degree Programs requiring licensure in order to enable graduates practice in the field. These are the disciplines which are regulated by their respective accreditation or professional councils.

1.5 Forecast for Undergraduate Program

1	Orientation Week	1 st week
2	Fall Semester	Sep – Jan (18 week)
3	Spring Semester	Feb – Jun (18 week)
4	Summer Semester	Jun – Aug (9 week)

1.6 Duration of Program

The duration of BS program is four years. It is divided into eight regular semesters excluding summer semesters. Each regular semester spreads over eighteen weeks, sixteen weeks for teaching and two weeks for the conduct of examinations.

Year –I	Year - II
Semester – I	Semester - III
Semester – II	Semester - IV

Year – III	Year - IV
Semester – V	Semester - VII
Semester – VI	Semester - VIII

There shall be Semester Break of at least one week between two Semesters. The maximum duration allowed to a student for the completion of BS Degree is six years. However, in exceptional cases, after due recommendation of Board of Studies of the department concerned and approval of Dean / Rector, an extension of one additional year may be granted.

1.7 Course Load per Semester

The course load allowed for a Regular Student is 15 - 18 credit hours in a regular semester. The University may, however, offer a maximum of 21 credit hours in a semester where there is a program specific requirement of the same. The total number of credit hours for the undergraduate program with a single major does not exceed 144 credit hours.

Students can enroll for one more Course beyond 18 Credit Hours. The University will allow it only in either of the two cases:

- (a) If their CGPA is above 3.5 and
- (b) If the student needs the course to graduate on time,

In case of repeating a failed/ dropped course or improving a course, a student can take a maximum of one extra course of up to Four (04) Credit Hours during a regular semester.

1.8 Registration of Course(s)

The students shall be required to get registered for courses within one week of commencement of classes. Repeat course(s) shall also be registered within the same time period. No student shall be allowed to add/ drop any course after the end of the first week of semester.

1.9 Credit Hours for Undergraduate Program

Courses are described through the system of Credit Hours (Cr. Hrs.).

A Theory Course may be of 02, 03 and 04 Credit Hours as per requirement of discipline.

One (01) Credit Hour of Theory is equivalent to One (01) contact hour per week i.e. One Hour teaching per Week. In the semester of 16 weeks of teaching, 3 Credit Hours of Theory Course means (3x16) 48 contact hours in the semester.

In the semester of 16 weeks of teaching, One (01) Credit Hour of Lab is equivalent to 3 contact hours per week for 16 weeks i.e. $3 \times 16 = 48$ contact hours in the semester.

A course with Three (03) Credit Hours for theory and One (01) Credit Hour for laboratory work is denoted as (3+1) Credit Hours Course.

Research: One Credit Hour in Field Experience / Capstone Projects is equivalent to three hours of research work per week throughout the semester.

Course	Duration of Class
Theory Course of 03 Credit Hours	3 Classes of 01 hour per week Or 2 Classes of 1.5 hours per week Or 1 Class of 03 hours per week
Practical (Lab)Work/Field Work of 01 Credit Hour	03 Hours per week

1.10 Course Layout for Undergraduate Program

All undergraduate degree programs are of 120-144 Credit Hours.

An undergraduate degree program will be offered with

- (a) A single major
- (b) A single major with one minor

An undergraduate degree program with a single major is focused on one disciplinary specialization comprising a minimum of 120 credit hours including the requirements of field

experience/internship and capstone project. The structure of all undergraduate programs, irrespective of field of study, program duration and licensure requirements, comprises the following mandatory breakup of credit hours:

- | | | |
|-----|-----------------------------------|-------------------------|
| (a) | General Education Courses: | Minimum 30 Credit Hours |
| (b) | Interdisciplinary/Allied Courses: | Minimum 12 Credit Hours |
| (c) | Disciplinary: | Minimum 72 Credit Hours |
| (d) | Field Experience/Internship: | 03 Credit Hours |
| (e) | Capstone Project: | 03 Credit Hours |

Note: Minor will be offered subject to the approval of the relevant statutory body upon the recommendation of the concerned department.

1.11 Semester Freeze

A student may take a Semester off due to unavoidable circumstances (e.g., circumstances of medical emergency of the student or fatality of immediate family member, financial/ health constraints etc.) by applying for a Semester Freeze. Such students shall submit an application, verified by the Head of the concerned department, to the Controller of Examinations for notification, after due recommendation of the Principal.

A student can apply for freezing of semester at maximum twice in their entire duration program.

Semester Freeze for first two semesters is not allowed.

The application for Semester Freeze shall be submitted by the student within three weeks from the start of the Semester. Applications for Semester Freeze shall not be entertained later.

If a student is not enrolled in any course in a semester, they will not be considered a regular student of the University/College in the said period. The student may then enroll themselves in these courses in a subsequent semester; however, they will have to meet pre-requisites of any course taken. In addition, it is understood that the University is not required to offer all courses in each semester.

Such a student may re-join the same Semester (3rd, 4th) in the following academic year provided that the maximum duration of the program does not expire.

Being allowed a Semester Freeze by the Principal of the College, the student who has deposited/paid the tuition fee for the frozen semester may request for refund. In such cases the College shall deduct 25% of the tuition fee deposited and remaining 75% shall be reimbursed to the student.

Medical certificate from a registered medical practitioner duly endorsed by the Medical Officer of College is acceptable.

1.12 Grading System

National University of Pakistan Islamabad shall follow the Semester System of education in which academic performance of students is measured in terms of Grade Point Average (GPA). The Grading system, types of grades and method of calculation of GPA is elaborated in Appendix 'B' to this Document.

Absolute Grading shall be used to assign letter grades to students in undergraduate courses. Course Instructor shall maintain a record of marks obtained by each student in each exam during the semester. Overall subject percentage shall be rounded off to two decimal points.

A student withdrawing between the 4th - 6th week shall be automatically awarded "W" grade. It will be recorded on the transcript that the student enrolled in the course and withdrew. It will have no impact on calculation of CGPA of the student.

A student withdrawing after the 6th week shall be automatically awarded "F" grade which shall be counted in the GPA. It will stay on the provisional transcript.

1.13 Promotion Rules

A minimum of 50% marks (Grade D) are mandatory to pass a Course. A student must obtain a minimum CGPA (Cumulative Grade Point Average) of 2.00 at the end of each semester for promotion to the next semester. Students will be placed on probation if their CGPA falls below 2.00.

The students will be dropped if their CGPA falls below 1.50. Such students may take admission as fresh candidate in 1st Semester.

A student may avail a maximum of Four Probations in the entire duration of the program.

1.14 Attendance

If a student fails to attend 10% of lectures during the first four weeks of first semester as per announced schedule, their admission shall stand cancelled automatically without any notification.

It is mandatory for a student to attend at least 75% of the classes held in a course in order to be allowed to sit in the Final examinations of a semester. However, the Principal may grant a relaxation of 10% of the attendance in lieu of their participation in extracurricular activities duly recommended/ nominated by the College. Students having class attendance less than 75% in a particular course will be required to repeat the course or its substitute course as and when offered.

In case a student is engaged in College Level Society/ Sports and is participating in Inter-College / HEC / National / International Tournament / Event, they may be allowed to appear in the Final Examination of course/s in which they have attended at least 70-60% of the lectures delivered in the class.

The instructor may report a student's absences and the student may be placed on attendance probation by the Principal. A Student may be dropped from College for violating the terms of such probation.

If a student on attendance probation fails to achieve the required attendance percentage again or fails to qualify the course, while repeating, another chance shall be given by the Controller of Examination in consultation with the Principal of College to repeat the concerned course along with the forthcoming semester, in which the course is being offered, subject to the maximum duration of the program. i.e., six years. No further chance shall be given after this Examination.

The list of eligible students for the Final Examination shall be notified by the Head of the concerned department of College before the start of Final Examination of each Semester and the same shall be submitted to the Office of Controller of Examination for record.

A student, who does not have the required attendance percentage and is declared Not Eligible by the Head of the concerned department for the Final Examination of any Course(s), shall be

awarded “In” (Incomplete) grade in such courses. Such student shall have to repeat the said Course(s) along with forthcoming Semester in which the Course(s) is being offered, i.e., shall have to attend at least 75% of the lectures delivered for the said Course(s), in order to become eligible to appear in the Final Examination.

1.15 Class Strength

The number of students in a Section shall be Fifty (50) at maximum.

2. Categories of Exams

National University of Pakistan shall follow the semester system of education. During each semester, students shall be assessed in the Courses in which, they have registered, through the following methods of examinations.

A student shall have to submit all assignments, term papers and reports by the end of teaching semester.

2.1 End-Semester Exam

End-Semester Exam shall be conducted at the end of each semester and it shall be developed, distributed, conducted and marked by the University.

An End-Semester Exam shall be conducted for every course. It carries 50% weightage. (Please see Appendix A) Duration of the exam shall be three hours for a three Credit Hours course, and may vary with Course Credit Hours. It shall be a comprehensive exam comprising complete contents of the course. End-Semester Exam shall be mandatory for a student to pass the course. Any student who does not appear in the End-Semester Exam shall be awarded 'F' grade irrespective of their internal and mid semester marks. The Course Instructor shall determine the mode of End-Semester Exam (Online/On Campus) and include it in course syllabus, with the approval of the Principal, before start of the semester. Course Instructor shall not change the mode of exam after the start of semester. Controller Exams shall issue specific instructions in each semester to specify the procedure for conduct of End-Semester Exams.

2.2 Internals

Internals shall be conducted during the semester and it shall be developed, distributed, conducted and marked by the Colleges.

Internals comprise the following various types of exams, which shall be conducted by Academic Departments throughout the semester. Results of these exams shall be added to End-Semester Exam Result for determination of the overall academic standing of a student.

2.2.1 Mid-Semester Exams

A Mid-Semester Exam of two hours duration shall be conducted for every course in each semester. If a student misses the Mid-Semester Exams for any reason, their aggregate score in internals and End-Semester Exam shall be considered for determination of final grade. Retest of Mid-Semester Exam shall be allowed only under exceptional circumstances. Controller Exams shall issue specific instructions in each semester to specify the procedure for conduct of Mid-Semester Exam.

2.2.2 Quizzes

At least One announced or un-announced quiz shall be administered in each course. More than One Quiz may be taken at regular intervals throughout the semester. Average Marks or the best score in case of more than One Quizzes shall be credited in the slot of Quiz.

2.2.3 Assignments

Course Instructor shall hand out at least One individual / group assignment in on-campus or take-away mode. More than One Assignments may be set at regular intervals throughout the semester. Average Marks or the best score in case of more than One Assignments shall be credited in the slot of Assignment. Class presentations and discussion in the classroom may also be conducted under this category with approval of the Principal. Graded assignments shall be returned to the students.

2.2.4 Practical / Lab

Practical / Lab shall be designed to impart maximum learning to the students. Exam of Labs shall be incremental and based on a specifically designed rubric. Practical / Lab shall be conducted in the following format.

- (a) Lab Courses of One Credit Hour may be conducted to supplement theory courses. A student failing in the theory course shall mandatorily retake the associated lab course. A student failing in the lab course only shall retake the lab course.

2.2.5 Capstone Project and Field Experience / Internship Report

The Capstone Project and Field Experience / Internship are mandatory requirements for the award of a Four-Year undergraduate degree.

- Capstone Project of three (03) Credit Hours.

- Internship / Field Experience of three (03) Credit Hours.

The topic of Capstone Project and Field Experience / Internship Report along with the name of the Supervisor shall formally be approved by the Academic Departments of Colleges at the beginning of 7th Semester and the students shall have to submit the Project/ Internship Report within two weeks of the end of Final Examination of the 8th Semester.

In case, a student fails to submit the Capstone project and Field experience / Internship report within the stipulated time due to some genuine problem, an extension of maximum three months can be granted. The applications of such students shall be forwarded by the Principal to the Controller of Examinations of the University, who shall notify the extension, if granted.

In case a student fails to submit the Capstone project and Field experience / Internship report even after availing the extended period, they shall be given another chance on the recommendations of the Hardship Committee of the University.

All Dues shall be paid before the submission of Capstone Project and Field experience / Internship Report.

A minimum of 50% marks is required to qualify the Capstone project / Field experience / Internship.

Three Copies of Capstone Project shall be submitted to the Head of the concerned department, to be forwarded to the External Examiner and the Internal Examiner. The Internal Examiner (Supervisor) and External Examiner for each student shall be appointed by the Head of the Department from the panel of examiners recommended by the Departmental Board of Studies of the University and the same shall be notified by the Controller of Examination of College under intimation to the Principal.

Before the Capstone Project is submitted to the Head of the concerned department, the Supervisor must certify that it meets the minimum standard, and the plagiarism test has been conducted using the software provided by Higher Education Commission.

The Board of Examiners consisting of the Internal Examiner and the External Examiner shall evaluate the Capstone Project in a Viva Voce (Oral Examination). In case the Capstone Project does not meet the minimum standards, the Board may recommend revision and one

time re-submission.

The student shall be informed in writing about the changes they have to make in the Capstone Project.

The cover of the final copy of Capstone project should be hardbound as per specified specimen of the University.

Capstone Project, which is accepted after evaluation, shall become the property of National University of Pakistan Islamabad.

One copy shall be kept in the Department and one in the Main Library.

2.2.6 Modes of Exams

a. On-Campus, Paper-Based Exams

The normal mode of Exams at National University of Pakistan Islamabad shall be paper-based and it shall be conducted on-campus.

b. Computer-Based Exams

It may be used for IT intensive Courses. Course Instructor shall include the mode of exam in the Course Syllabus, with approval of the Principal, and under intimation to Controller Exams of College at the beginning of the semester.

c. Online Exams

It may be opted if necessitated by environmental / situational emergency or any other emerging rationale. Controller Exams shall issue detailed instructions for conduct of Online Exams after seeking approval of the Principal under intimation to the Rector of the University.

2.2.7 Course Syllabus

Course Syllabus shall be provided to students in the first class of every course. It shall contain all information regarding conduct and evaluation of the course including teaching plan, lecture-wise breakdown, curriculum material (text, reference, and online material), modes and number of Exams with weightage etc.

2.2.8 Weightage of Exams

Weightage has been assigned to various types of Exams conducted during a semester. Please see Appendix 'A' to the document.

2.2.9 Course File

It is mandatory for all Members of Faculty to maintain the Course File. It shall have a complete record of all the activities conducted during the course. The course file shall contain:

- (a) Course Code and Title
- (b) Description of Course/Learning Outcomes
- (c) Course Outline
- (d) Weekly Teaching Schedule
- (e) Dates of Mid-Semester Examination
- (f) Grading Policy with each activity, such as Homework, Assignments, Quizzes, Mid-Semester Examination, Final Examination and Term Papers etc.
- (g) Copy of each Homework Assigned
- (h) Copy of each Quiz Assigned
- (i) Copy of Question Papers for Mid Semester Examination
- (j) Copy of Question Papers for Final/Semester End Examination
- (k) Grading Sheets of the Course, Detailing Statistical Data on the Grades obtained by Students
- (l) Difficulties/Problems faced by the Teacher and Students during Classroom/ Course

2.2.10 Plagiarism

Plagiarism is defined as "taking and using the thoughts, writings, and inventions of another person as one's own without citation or acknowledging the original source." It further manifests but is not limited to the following:

- (a) Verbatim copying, near-verbatim copying, or purposely paraphrasing portions of another author's paper or unpublished report without citing the exact reference.
- (b) Verbatim copying, near-verbatim copying, or purposely paraphrasing portions of another author's paper or unpublished report by citing but not clearly differentiating what text has been copied and /or not citing the source correctly.
- (c) "Self-plagiarism" that is, re-use of significant portions of one's own copyrighted work without citing the original source.
- (d) The unacknowledged use of computer algorithms, programs and software in all forms, pasting the designs, fine art pieces or artifacts, digital images, computer-aided design drawings or poster presentations and tracing.

The aforementioned cases shall be classified as "Plagiarism". In case a student is found guilty of Plagiarism in any form, their case shall be referred to the Principal by the Head of the Department. The Principal after due investigation, if found sufficient evidence against the student, shall forfeit the work of the student and ask the Registrar of the University for the cancellation of their admission under intimation to the Rector. No appeal shall be entertained in such cases. This clause shall be applicable to students, teachers, researchers and staff of National University of Pakistan Islamabad who are doing research work.

2.2.11 Retake and Repeat of Exams

a. Retake of Internals

There shall be no make-up for missed quizzes, assignments or Mid-Semester Exams. However, in exceptional cases, requests for retake of Mid-Semester Exam only, may be recommended by Academic Departments of Colleges to Review Committee of Colleges which shall be constituted as the following:

- (a) Principal of the College

- (b) Head of the Department
- (c) Controller Exams
- (d) Course Instructor

Request for retake of Mid-Semester Exam shall be processed by the student to their Academic Department before missing the exam in case of anticipated unavoidable reasons, or within two days of missing the paper in case of extreme sudden emergency. Academic Departments shall forward its recommendation to Exams Directorate (NUP), along with complete supporting evidence, within three days of receiving request from the student. In case of a favorable decision by the Review Committee of the College, the student shall submit Exam Retake Fee. The date of retake exam shall be approved by the Controller Exams of the College.

b. Retake of End-Semester Exams

Requests for retake of End-Semester Exams shall be processed in the same manner as for Mid-Semester Exams, except that the final approval shall be granted by the Rector on recommendation of Review Committee of the College. In this case, internal grades shall stand intact and End-Semester Exam shall be retaken by the student whenever the same Courses are offered or in case an early retake is scheduled by Exams Directorate (NUP).

Early retake may be authorized to a graduating student or when a missed Course is a pre-requisite for next semester. However, in case of early retake, the student shall not be awarded an overall grade higher than 'B'. Timelines for processing request for retake shall be the same as in case of Mid-Semester Exams.

c. Repeating Courses

A student shall repeat all core courses in which they have got an 'F' Grade to earn a passing grade before graduation. A student may also repeat courses in which they have achieved a grade lower than 'B minus' for overall grade improvement. In such cases, both the previous and revised grade achieved will be recorded on the transcript, however, only the higher grade shall be used in the calculation of CGPA. A maximum of Five Courses may be repeated in an eight-semester degree program. In case of CGPA improvement, it will be recorded with (Imp) on the provisional transcript. In case of an 'F' Grade in an elective course, a student

may take an alternative elective course for repetition with the approval of the Principal. All attempts by a student in a Course shall be shown on the transcript, but only the highest grade earned shall be counted towards calculation of CGPA. All courses that are repeated, failed or withdrawn shall be indicated on the final transcript.

2.2.12 Honours, Medals and Awards

Cases of delayed results shall not be considered for determining position and the award of Gold Medal / Roll of Honor.

The Medals, Rolls of Honor and other certificates shall be issued to the students after these have been formally conferred in the Convocation.

The Degrees will be issued to the students at the time of Convocation. However, a student may apply for urgent issuance of Degree after submission of prescribed fee.

Duplicate Degree may be issued to a candidate in case the original degree is lost/damaged or in case of change in the name of candidate. The candidate shall have to apply to the Controller of Examination of the University for the issuance of duplicate degree along with the relevant documentary proof and submission of prescribed fee.

The Duplicate Degree shall not be signed by the Chancellor.

In case a student has lost their Gold Medal / Roll of Honor / Certificate of Distinction / Certificate of Merit, they shall not be issued duplicate Medal / Roll of Honor / Certificate of Distinction / Certificate of Merit. In such cases a certificate to the fact that they were awarded a Medal / Roll of Honor / Certificate of Distinction / Certificate of Merit shall be given if a student duly applies for it with relevant documentary proof.

3. Degree Requirements for Undergraduate Program

A student shall have to complete discipline specific Credit Hours Study (a minimum of 120 Credit Hours to a maximum of 144 Credit Hours), out of which 06 Credit Hours are of Project / Internship. The student shall have to pass all the courses offered by the University for a Particular Discipline. The students shall have to score at least 2.00 CGPA at the end of program for the award of Degree.

In case a student does not achieve 2.00 CGPA at the end of Semester-VIII, they may be allowed to Repeat one or more courses, in which their Grade is below “B-”, along with the forthcoming semester, provided that they are fulfilling the degree duration requirement.

Weightage of Exams**Theory Subjects (May Include Practical / Lab Element)**

Exam		Weightage
(a)	End-Semester Exam	50
(b)	Mid-Semester Exam	30
(c)	Quiz / assignment	20
(d)	Practical / Lab / Projects	
(e)	Class Participation	
Total		100

Practical / Lab Courses

	Exam	Weightage
(a)	End-Semester Exam	30
(b)	Mid-Semester Exam	20
(c)	Experiment/Lab Reports / Viva Voce / Project / PBL (Problem Based Learning)	50
	Total	100

Grading System

Absolute Grading: This system allows for screening of students according to their performance on Percentile ranges defined for letter grade. The recommended thresholds are appended in Table B-1.

TABLE B-1

S.No	Marks (%age)	Letter Grade	Grade Point
1	85 and above	A	4.00
2	80 – 84.99	A-	3.70
3	75 – 79.99	B+	3.30
4	70 - 74.99	B	3.00
5	65 – 69.99	B-	2.70
6	61 – 64.99	C+	2.30
7	58 - 60	C	2.00
8	55-57.99	C-	1.70
9	50 – 54.99	D	1.00
10	Below 50	F	0.00

Additionally, the following Letter Grades may be awarded under special circumstances as specified below:

'F' (Fail Grade). This grade is awarded if a student is unable to secure passing marks in the course. This grade earns zero Grade Points and the student is required to repeat the whole course whenever offered. 'F' Grade in a course is also awarded under the following conditions:

- i. The student has short (less than 75%) attendance in the course during the semester.
- ii. Failure to appear in End-Semester Exam.
- iii. The student drops the course after the 6th week of the semester.

‘In’ (Incomplete Grade). This grade implies that the student has not completed the requirements for award of a passing grade in the course, which may be due to one of the following reasons:

- i. The student is barred from appearing in the End-Semester Exams due to short (less than 75%) attendance, provided the internal assessment is 50% or higher. The student shall repeat the course whenever it is next offered and Internal Grades are not carried forward.
- ii. The student misses End-Semester Exam due to an unavoidable reason, and is allowed to take a retest with approval of the Rector of the University. In such cases, internal grades are admissible for final evaluation of the student after retaking the End- Semester Exam. To avail this concession the student must apply within one week of missing the exam; otherwise, an ‘F’ grade shall be awarded.
- iii. Any lapse on part of faculty, due to which the student’s complete result is not entered in time. The student is awarded ‘In’ grade for the purpose of announcing the results at a later time. In such cases, ‘In’ grade is replaced with the Earned Grade immediately after removal of the anomaly.

‘W’ (Withdrawn). ‘W’ grade is awarded in the following cases:

- i. As an academic penalty to students for dropping a course between the 4th – 6th week of the semester.
- ii. As a penalty for violation of discipline or use of unfair means in the exams.

Grade Points Average (GPA) of a Course

A fraction of mark in a course is to be counted as '1' mark e.g. 64.1 or 64.9 is to be shown as 65.

The Grade Points Average (GPA) earned by a student in a Course is calculated by multiplying the Grade Point associated with the Letter Grade earned with Credit Hours of the Course. An example is given below;

Course	Grade	Grade Point	Credit Hours	Grade Point x Credit Hour = Grade Point Average (GPA)
1	B+	3.30	3	$3.30 \times 3 = 9.9$
2	A-	3.70	2	$3.70 \times 2 = 7.4$
3	B	3.00	3	$3.00 \times 3 = 9$
4	B-	2.70	3	$2.70 \times 3 = 8.1$
5	C+	3.30	3	$3.30 \times 3 = 9.9$
6	A	4.00	3	$4.00 \times 3 = 12$
			17	56.3

Cumulative Grade Points Average of a Semester (CGPA)

Cumulative Grade Points Average earned in a semester is calculated by totaling Grade Points of all Courses (56.3) studied in the semester and dividing it by total number of the Credit Hours of the Semester (17) as shown below;

$$\text{CGPA Semester} = \frac{\text{Total of Grade Points Earned in all Courses of the Semester}}{\text{Total Number of Credit Hours of the Semester}} = \frac{56.3}{17} = 3.31$$

Cumulative Grade Points Average of a Program (CGPA)

Cumulative Grade Points Average earned in a Program is calculated by totaling Grade Points of all Courses in all the Semesters (e.g. 446) studied in the Program and dividing it by total number of the Credit Hours of all the Semesters of the Program (e.g. 135) as shown below;

$$\text{CGPA} = \frac{\text{Total of Grade Points Earned in all Courses of all Semesters of the Program}}{\text{Total Number of Credit Hours of all Semesters of the Program}}$$

$$= \frac{446}{135}$$

$$= 3.30$$

Academic Standings

1. Based on the CGPA earned by a student, their academic standing will be determined at the end of each semester as per the following tables:

Table C1: Academic Standings - Undergraduate Programs

S No	CGPA	Academic Standing
1.	$3.75 \leq \text{CGPA} \leq 4.00$	High Honors
2.	$3.50 \leq \text{CGPA} < 3.75$	Honors
3.	$3.00 \leq \text{CGPA} < 3.50$	Good
4.	$2.50 \leq \text{CGPA} < 3.00$	Fair
5.	$2.00 \leq \text{CGPA} < 2.50$	Satisfactory
6.	$1.80 \leq \text{CGPA} < 2.00$	Probation
7.	$1.50 \leq \text{CGPA} < 1.80$	Serious Warning
8.	$\text{CGPA} < 1.50$	Dropped & ineligible to continue The student may take admission as fresh candidate in 1 st Semester